



CITY OF ATLANTA

Job Announcement

AVIATION PUBLIC AFFAIRS DIRECTOR

STARTING SALARY: \$64,262

Salary Grade: 35

Applications Accepted From: September 26, 2005 until October 7, 2005

Minimum Job Requirements*

Applicants for this position must have a Bachelor's degree in Journalism, English, Public Administration, or Communications or a related field and eight years of experience in public relations or related experience; or any equivalent combination of education, training and experience which provides the requisite knowledge, skills and abilities for this job. Supervisory experience is required.

Duties of the Job:

This employee directs the operations of intergovernmental Affairs, protocol, community relations and graphic arts for Hartsfield-Jackson Atlanta International Airport (HJAIA); oversees the coordination of all print and radio advertisements, publications and broadcasts; monitors the Airport Communications Working Group; ensures the maintenance of the public relations newsroom on the HJAIA web site; supervises the planning and coordination of special events and programs; coordinates the navigation of convention groups; researches and compiles various reports, such as "Hot Issues" for the Aviation General Manager and submitted to the Chief of Staff; tests the program effectiveness of Public Affairs through the collection and analysis of media data/

To Apply For This Job

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday.

Resumes will not be accepted in lieu of application.

Apply at: Department of Human Resources, 68 Mitchell Street SW, Suite 2107, Atlanta, GA 30303

Phone: (404) 330-6369 www.atlantaga.gov FAX: (404) 658-6157

Affirmative Action/Equal Opportunity Employer

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

THE HIRING AUTHORITY WILL CONTACT ONLY THOSE APPLICANTS WHOSE QUALIFICATIONS THEY DEEM MOST COMMENSURATE WITH THE POSITION WITHIN 30 DAYS OF THE EXPIRATION OF THIS BULLETIN. NO OTHER COMMUNICATION WILL BE SENT REGARDING THE STATUS OF YOUR APPLICATION.

PERSONS MUST ALSO SUCCESSFULLY UNDERGO A FEDERAL BUREAU OF INVESTIGATIONS FINGERPRINT BASED CRIMINAL HISTORY RECORDS CHECK PRIOR TO ASSUMING THIS POSITION.

The Examination For This Job Will Consist Of An Evaluation of Applicant Training And Experience.

*Verification required prior to appointment.